



# **Army Learning Management System Orientation Brief**

Office of the Project Manager, Distributed Learning System

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*Experience a Training Revolution!*

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# Agenda

- ➔ **Purpose of ALMS Users' Orientation Brief**
- ➔ **ALMS Overview & Background**
- ➔ **Current Status**
- ➔ **Course Management**
- ➔ **ALMS User Roles**
- ➔ **Role Appointment Process**
- ➔ **ALMS Courseware Collection**



# ALMS Users' Orientation Brief Purpose

- ➔ **Provide understanding of ALMS**
  - **Basic Functions**
  - **Support provided to Army Training**
  - **Interactions with Users**
- ➔ **Brief ALMS support for Web-Based Course Managers**
- ➔ **Describe ALMS Roles & Role Based Users (RBUs)**
- ➔ **Detail Courseware Collection Effort**
- ➔ **Provide Demonstration (optional)**



# ALMS Users' Orientation Brief

## **ALMS Overview & Background**



## What is the Army LMS?

- ➔ **A suite of COTS servers and specialized software that automate training management functions.**
- ➔ **Saba Learning V 3.4 software with underlying Oracle database.**
- ➔ **Desktop, Web-Based management application for Army individual training.**
- ➔ **Courseware and content hosting and delivery system (Saba & Cisco Content Delivery Network).**



## The ALMS Provides ...

- ➔ **Web-based applications hosted on equipment situated at the Enterprise Management Center (EMC) at Fort Eustis.**
- ➔ **Hardware, software, and services for automated student administration, management, and scheduling.**
- ➔ **Automated courseware distribution and storage.**
- ➔ **A student and instructor collaborative capability.**
- ➔ **User access using Internet browsers from computers located in the Digital Training Facilities (DTF), or in homes or offices.**



# Scope of the Army LMS

**Army LMS will be used to...**

- ➔ Deliver all approved Army electronic training products.**
- ➔ Maintain detailed records of individual training for all Army personnel.**
- ➔ Manage resident and non-resident training.**
- ➔ Manage execution of instructor-led and Interactive Multimedia Instruction (IMI) courses.**



## ALMS Goals & Benefits

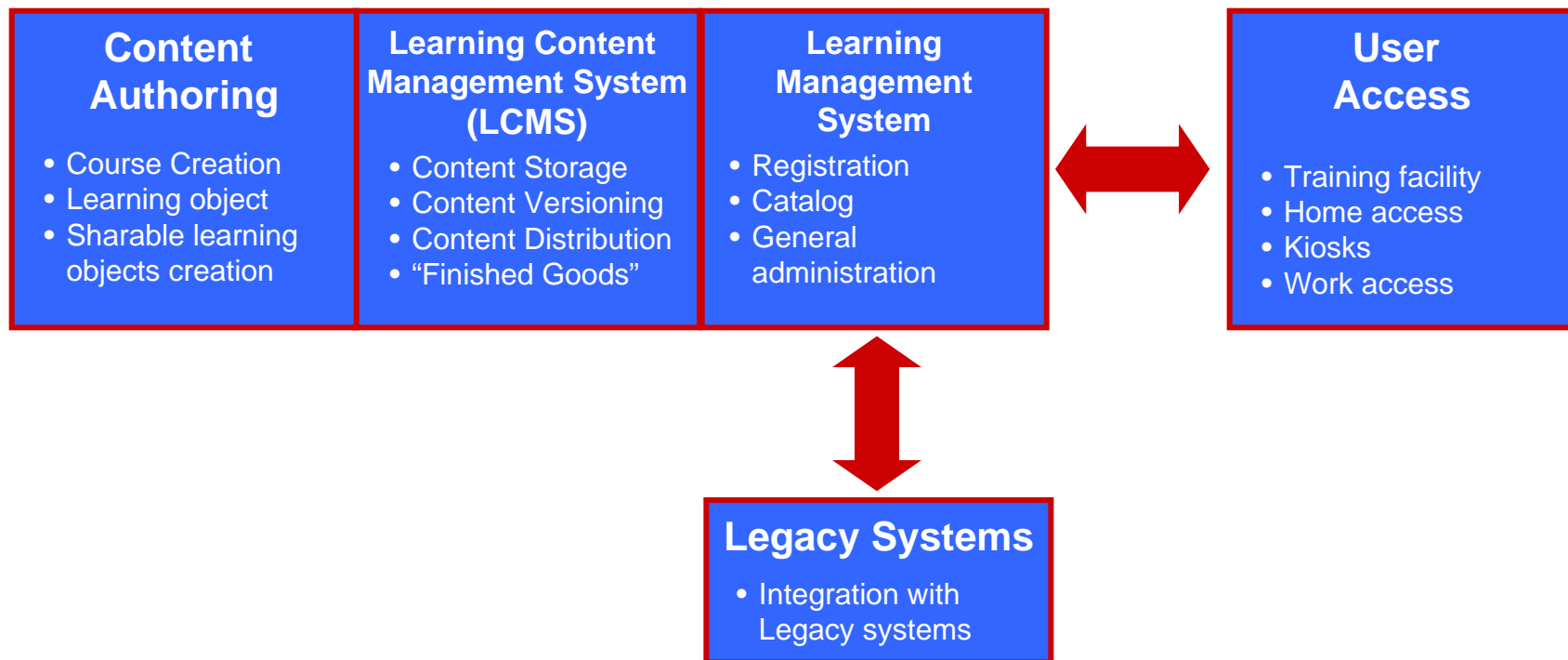
- ➔ **Assists the Army in streamlining, consolidating, and standardizing training processes.**
- ➔ **Facilitate the management of soldiers' training activities from completion of Initial Entry Training throughout their Service. Also DACs.**
- ➔ **One-stop shopping: Catalog, Registration, Execution, History.**
- ➔ **Provides Lesson and Skill level granularity to training record.**





# How ALMS Requirements Map to a Commercial LMS Architecture

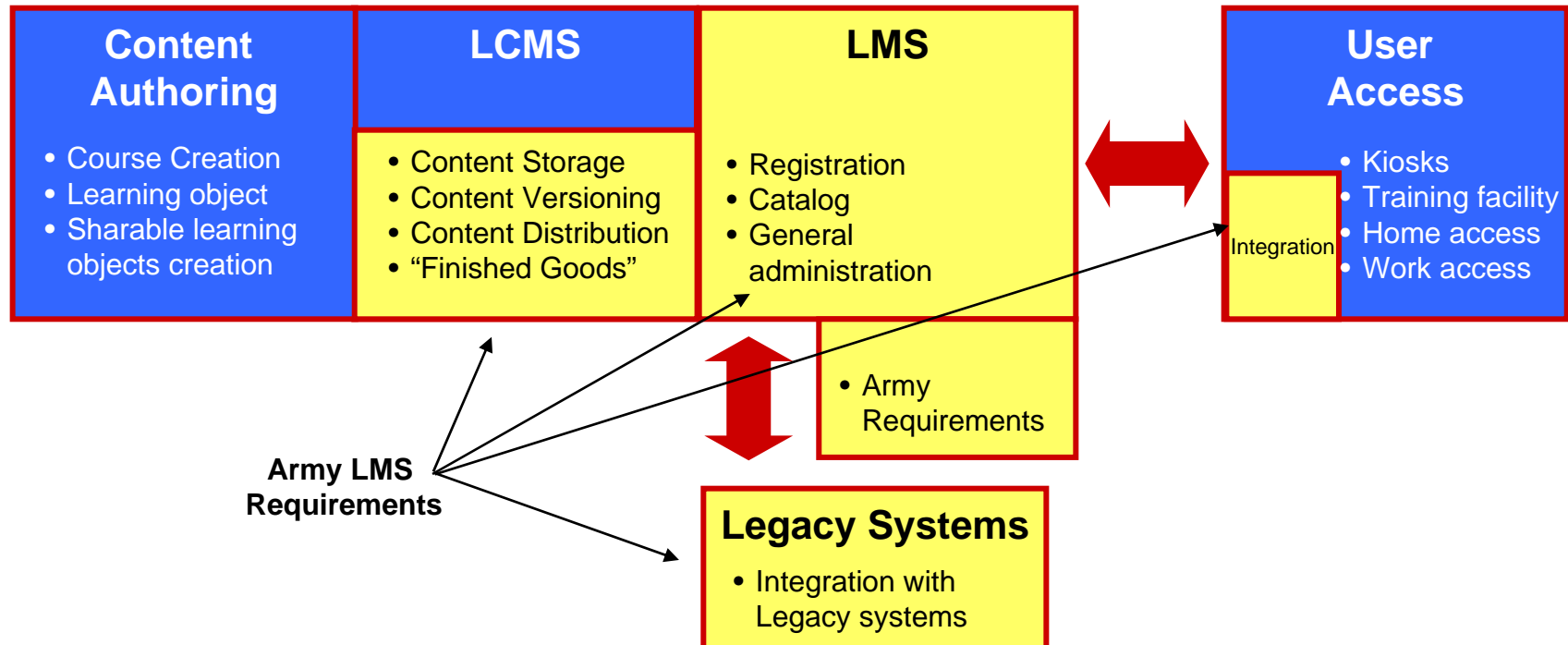
**A typical commercial learning architecture has five major components...**





# How the Army's Requirements Map to a Commercial Architecture

## Army LMS requirements map to parts of a commercial architecture





# The ALMS

- ➔ **ALMS is located at the Enterprise Management Center at Fort Eustis, VA.**
- ➔ **Major components include:**
  - Specialized servers & storage devices.
  - Training management application software.
    - Saba Learning v3.4, Vitria v.2, CISCO content delivery.
    - Sun SPARC OS, Oracle Database 8.1.7.
    - All products are COTS.
- ➔ **Major functions include:**
  - Centralized training management functions for the Army.
  - One-stop course catalog, reservation, registration.
  - Delivery and local storage of training content.





# ALMS Support of Resident Training

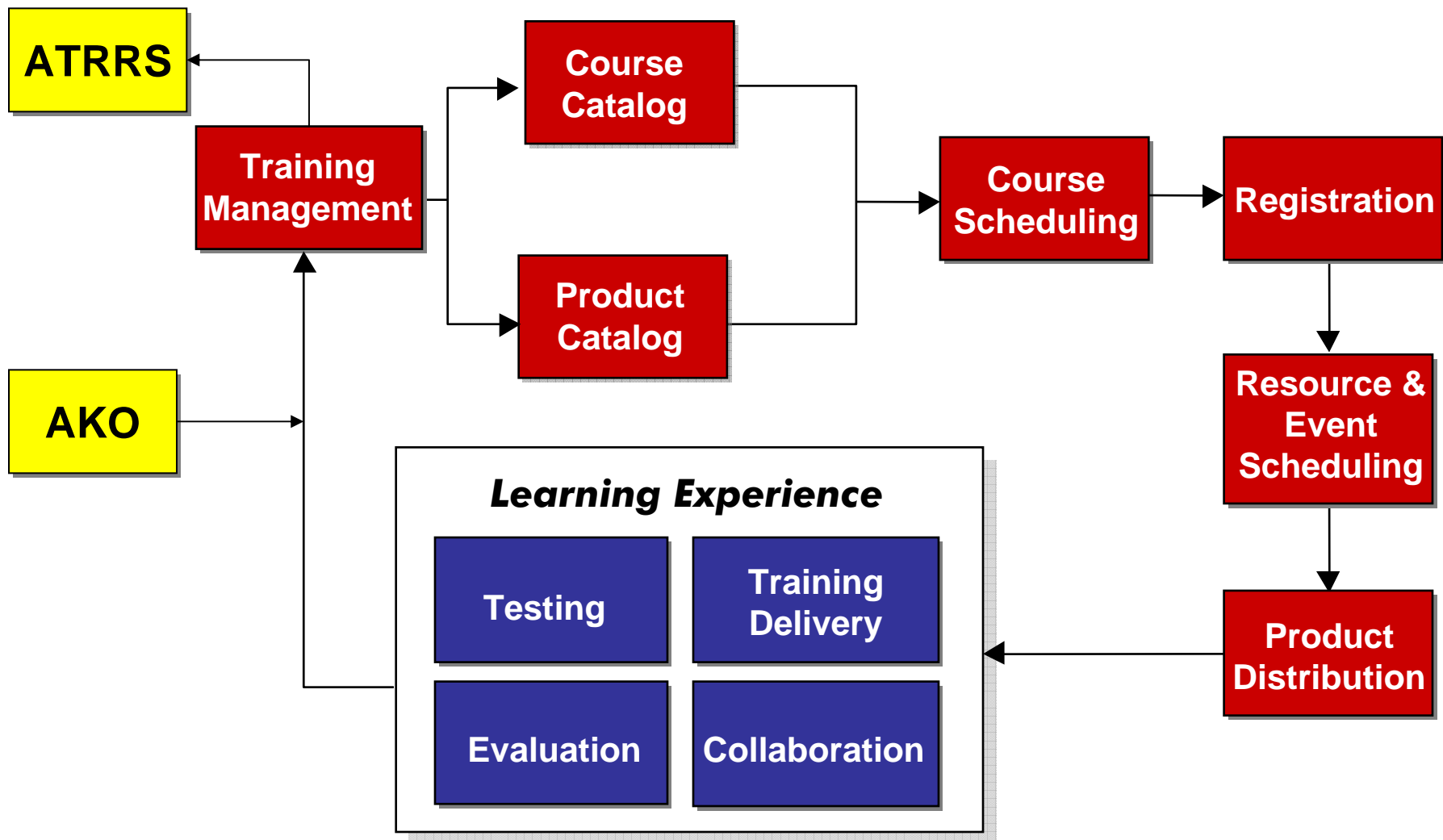
## ➔ Army LMS Provides:

- Student identification and authorization via **AKO** interface.
- Training **Resource Management** for Facilities, Equipment, and Supplies.
- By-hour, by-seat **Scheduling**.
- Automated attendance and grading; automatic Lesson-level progress and completion **Reporting**.
- Personal training **Record keeping** from registration to transcripts.
- Full suite of training access and **Security** tools.
- Posting of official training records to **ATRRS** via interface.
- Soldier and civilian MOS/Career Field **Progress Monitoring** to the Skill (Task) level.
- Lesson-level synchronous and asynchronous **Collaboration** among students, faculty, and SMEs.
- Test and critique **Analysis** at the question level.



# ALMS Major Functions

***ALMS represents 11 major training management functions***





# Content Delivery Network (CDN) Technology

- ➔ **Prepositions content for delivery from CAN**
- ➔ **One device at selected Army sites**
- ➔ **Other devices placed to support RC, Home**
- ➔ **Storage and web services**
- ➔ **Same technology is used by CNN, The Weather Channel, Wall Street Journal**
- ➔ **CISCO product**
- ➔ **Centrally managed by ALMS**



# ALMS Users' Orientation Brief

## ALMS Current Status



## Fielding: Where we are today...

### ➔ OSD Milestone Decision Authority:

- September 2004

### ➔ First TRADOC Site (Fort Leonard Wood):

- November 2004

### ➔ Eleventh TRADOC Site (Fort Huachuca):

- September 2005

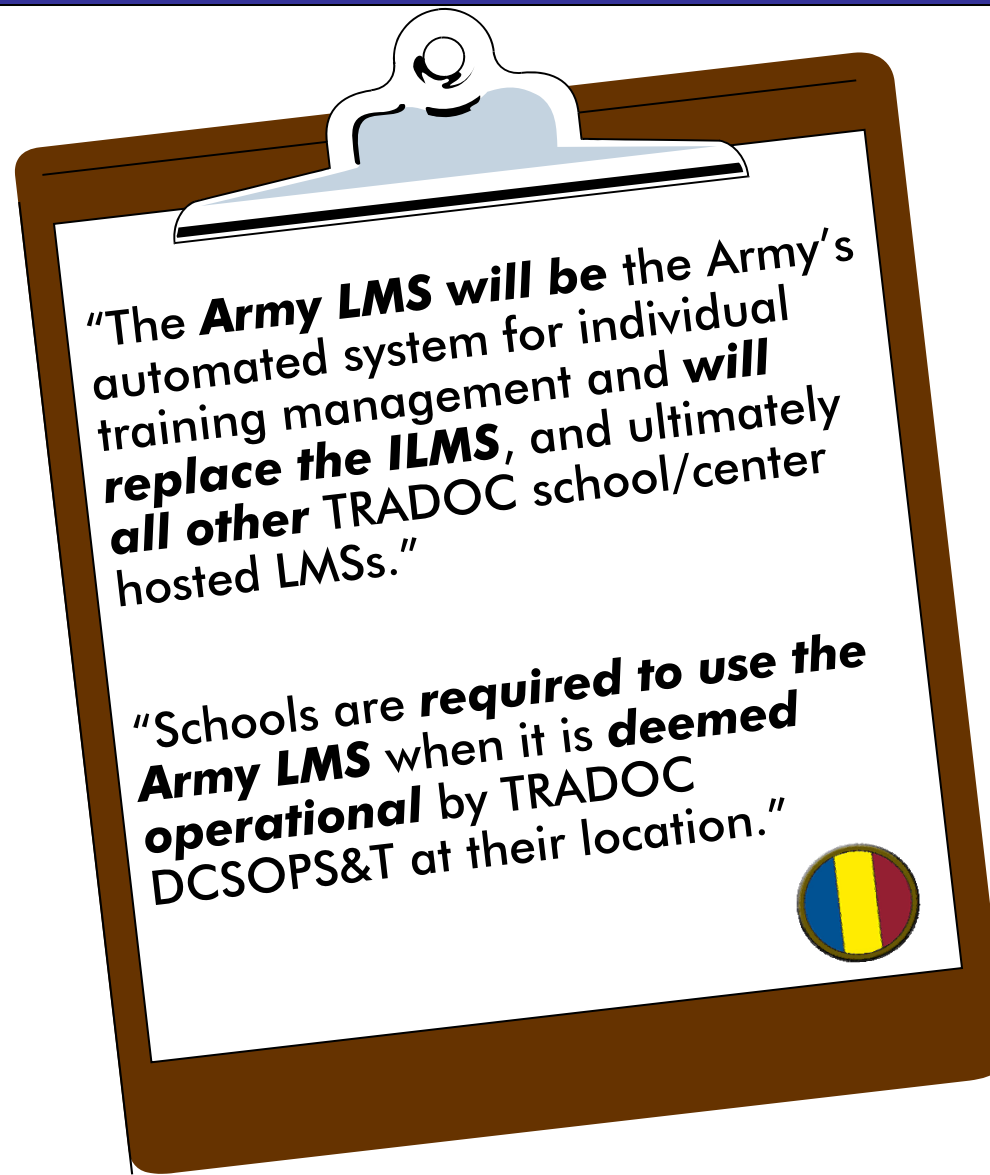
***Automated Information System (AIS) —***

***Fielding = Training***





# TRADOC Memo, 30 AUG 04





## ALMS Users' Orientation Brief

# ALMS Web-Based Course Management

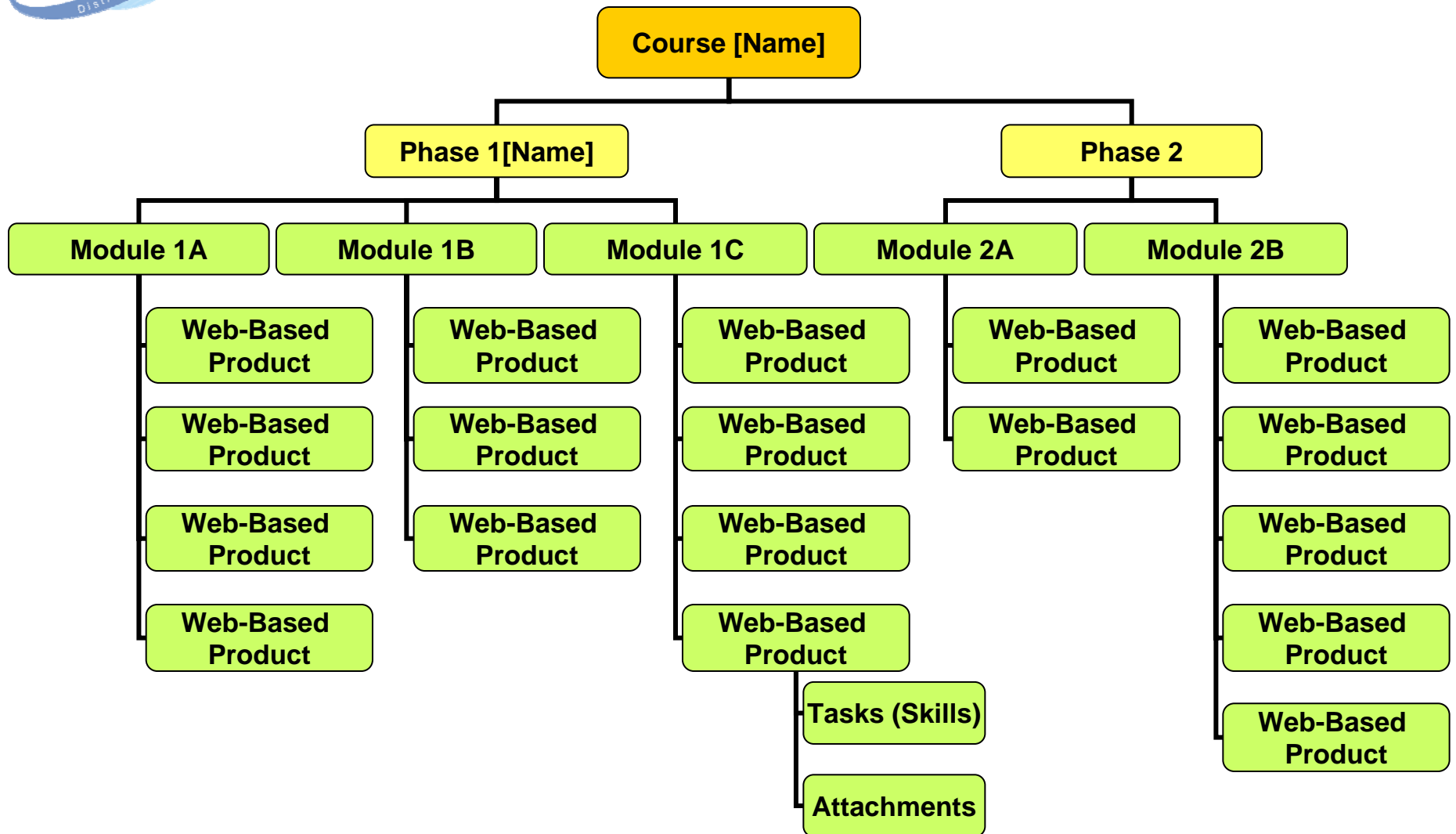


# Publishing Web-Based Training

- 1. Load Courseware (performed by DLS)**
- 2. Publish content as new or existing Course or Product**
- 3. Establish or edit (if ATRRS managed) Admin & control parameters**
- 4. Associate (link) content to Course/Product**



# Web Course Structure Example





# Publishing Courseware as a Course

## ➔ Create Course Structure as Designed

- Include one or more Phases and Modules
- Link content objects at Lesson Level

## ➔ Create Course Iteration with Content Objects



- Specify Fiscal Year as Iteration Start, End Dates

## ➔ Associate Iteration to Basic Course



# ALMS Content Builder for Tests & Critiques

Calendar Contact Us Help About Log Off










  Go to:

[Return To Content Details](#)

**Content Builder** Test Content 4 Offering Save Help

Training Test

**Create**

-  Text
-  URL
-  Upload File
-  Test
-  Questionnaire
-  Section
-  True Or False
-  Multiple Choice
-  Essay

**Content Property Settings**

Name:  Type:

Instructions:

Passing Score (%):  Weight (%):

☐ Use Section

☐ Display All Questions in One Page



## ALMS Content / Critique Builder

- ➔ **SCORM Conformant (today v. 1.2, future 2004)**
- ➔ **Completed objects reside in Repository ready for association with Lessons, Courses**
- ➔ **Provides for detailed Critique & Test item analysis**



# ALMS Users' Orientation Brief

## ALMS User Roles





# ALMS User Roles

**ALMS roles provide the  
human interface with the ALMS**

**Role Based Users (RBU)  
are the Data Owners  
needed for system functionality**



## Purpose of ALMS Roles

- ➔ **Natural breakdown of large workload accomplished by numerous personnel**
- ➔ **Provides a scope for each individual's duties**
- ➔ **Provides security through enabling or restricting certain system functions**
- ➔ **Allows for task specialization**
- ➔ **Creates an auditable “paper trail” of actions and authority delegation**



# Characteristics of Roles

- ➔ Appointment chain begins w/ TRADOC TPIO
- ➔ Chain generally follows command chains
- ➔ Appointment process is message based
- ➔ Appointments should be made prior to beginning of fielding/training or new Role Based User access
- ➔ Appointment requests are functional
- ➔ Actual appointment is technical; a Sys Admin function



# ALMS User Roles

## ➔ Faculty Roles

- Instructor
- Assistant Instructor
- Subject Matter Expert
- Facilitator

## ➔ Scheduler

## ➔ Class Manager

## ➔ Course Manager

## ➔ Learner

## ➔ Resource Roles

- Class Manager
- Facility Manager
- DTF Manager
- Product Distributor

## ➔ Unit Roles

- Training Approver
- Unit Training Manager

## ➔ System Administrator (at EMC)



# ALMS Roles & Associated Functions

## ➔ Course Manager

- Represents the Proponent as Source of official information and data
- Constructs, edits, and manages Course data, including:
  - CAD information
  - Course structure
  - Lesson-level information (required Resources, attachments, Skills acquired)
- Constructs, imports from external sources, and manages content, including:
  - Building and controlling Tests
  - Building and controlling Critiques
  - Managing imported electronic content
  - Maintaining designated portion of the Content Repository



# ALMS Roles & Associated Functions

## ➔ Course Manager

- Constructs, manages Individual Training Plans (ITP) for Proponent
  - Skills (Task, Condition, Standard)
  - Internal Roles (critical Skills for each MOS/.Skill Level)
  - Linkage of Courses to internal roles
  - MOS/Career Fields (constructed from internal roles)
  - Course Progressions (linked to MOS/Career Field)
- Creates Expendable Resource Records as Products
- Requests of ATHD new data types required for Courses/Lesson templates
- Qualifies Instructors for Designated Lessons
- Designates other CoMs, CMs, and Instructors (ALMS Roles)
- Functions as iteration manager (CM) for Web-based training Courses or Products
- Performs analysis of Test and Critique data
- Performs as needed all CM/Sched and Faculty functions for Instructor-led training



# ALMS Roles & Associated Functions

## ➔ Class Manager and Scheduler

- Constructs, edits, and manages Course iteration data, including:
  - CAD information
  - Lesson-level information (required Resources, attachments, Skills acquired)
- Performs detailed Lesson scheduling including:
  - Scheduling rooms/training areas by date, by hour
  - By name Instructor-to-Lesson selection
  - Scheduling *ad hoc* events
  - Scheduling Resources required by Lesson template



# ALMS Roles & Associated Functions

## ➔ Class Manager

- Responsible for class roster organization (Groups, Sub-Groups, and Sections)
- Performs Wait List management
- Determines if required Resources are stocked locally (Scheduler only performs)
- Performs analysis of Test and Critique data
- Performs as needed all Faculty functions for Instructor-led training





# ALMS Roles & Associated Functions

## ➔ Instructor

- Accesses, as needed, instructional materials associated with/attached to Lesson
- Takes Lesson-Level attendance
- Records externally administered test grades against class rosters
- Marks Lessons complete
- Conducts, participates in Chat and Threaded Discussions
- Aggregates Test and Critique data



# ALMS Roles & Associated Functions

## ➔ Resources (Facility and Equipment Managers):

- Construct, edit, and manage Facility and Equipment records in the ALMS
- Construct and maintain Building records
- Manages Equipment, Facility availability

## ➔ Resources (Product Distributor):

- Manages and ships on registration physical training products (CD, texts, etc).
- Constructs, edits, and manages Expendable Resource records in the ALMS
  - Monitors stockage levels
  - Updates quantities on hand upon receiving re-orders



# ALMS Roles & Associated Functions

## ➡ Unit Training Manager/Training Approver

- Registers by proxy assigned subordinates for training
- Accesses subordinates' training records for purpose of identifying training deficiencies
- Assigns unscheduled training tasks ("to do list") to subordinates
- Grants subordinates' Skill proficiencies based upon external evaluation or observation
- Approves subordinates' registration requests for designated Courses and Products (TA only)

## ➡ Commanders/Training Supervisor (not ALMS Roles):

- Manages Appoints ALMS Role Based Users
- Requests of ATHD new required data types as needed



# ALMS Role Appointment Process



# Primary Appointment Authorities

## ➔ TPIO authorizes:

- MACOMS
- Communities/Installations
- School Commandants
- Proponent Commandants

## ➔ Primary action officer is G-3, DPTM, or equivalent



# Secondary Appointment Authorities

## ➔ **MACOM/ARNG G-3/S-3 or equiv. appoint:**

- Course Manager (CoM)
- Facility Manager (FM)

## ➔ **TASS BN S-3 appoints:**

- Class Manager (CM)
- Classroom Manager (CrM)
- Facility Manager (FM)
- Training Approver/Unit Training Manager (TA/UTM)



# Secondary Appointment Authorities

## ➔ Installation/Community DPTM/G-3 appoints:

- Classroom Manager (CrM)
- Facility Manager (FM)
- Training Approver/Unit Training Manager (TA/UTM)
- Product Distributors (PD)

## ➔ School Commandants or delegate:

- Class Manager (CM)
- Classroom Manager (CrM)
- Facility Manager (FM)
- Training Approver/Unit Training Manager (TA/UTM)
- Product Distributors (PD)



# Secondary Appointment Authorities

## ➡ **Proponent Commander or delegate appoints:**

- Course Manager (CoM)
- Training Approver/Unit Training Manager (TA/UTM)

## ➡ **Unit Commander (BN or equiv.) appoints:**

- Training Approver/Unit Training Manager (TA/UTM)





# Role-Based User Designations

## ➔ Course Managers may designate:

- Other Course Managers (CoM)
- Faculty Roles
- Class Managers (CM)
- Schedulers (Sched)
- Training Approver/Unit Training Manager (TA/UTM)

## ➔ Training Approvers may designate:

- Unit Training Managers

## ➔ Unit Training Managers may designate:

- Other UTMs



# Role Appointment Process

## ⇒ Who:

- Appointing/designating authority

## ⇒ What:

- Makes written request to ALMS

## ⇒ How:

- Via message to Army Training Help Desk at:  
<https://ask-atsc.atsc.army.mil>

## ⇒ When:

- Prior to designee accessing LMS in requested role



# ATHD Composition

➡ **The Army Training Help Desk (ATHD) is made up of three functional components:**

- Distributed Learning System (DLS)
- Army Training Support Center (ATSC)
- Proponent (School)

➡ **These organizations are accessed by the soldier or civilian through a single portal: ATSC's Help Desk at ASK-ATSC.**

- 1-800-ASK-ATSC
- <https://ask-atsc.atsc.army.mil>



# Component Organization Responsibilities

ATSC	DLS	Proponent
ATIS- related Training Development Training Resources Collective Training Legacy Systems Army & TASS TRADOC Policy CRXXI Regulations & Publications DL Contracts	DTF-related Facilities Network VTT LMS-related Access Functions Sys/Admin	Courseware Content Usability Proponent Doctrine Resident Issues eMentor Help Subject Research



# Role Appointment Example

Address https://ask-atasc.atasc.army.mil/Scripts/rightnow.cfg/php.exe/enduser/ask.php?p\_sid=pt1Fblbh&p\_lva=&p\_sp=&p

**Support Home** **Find Answers** **Ask a Question** **My Profile**

**Identification**

\* **Login Name:**

**Your Question is...**

**Subject:**

AKO User Name: Jan.Itor  
Location: Fort Olympia, WA  
Domain: Fort Olympia Common

John J. Osix, COL, Dir., Plans, Trng and Mob., Fort Olympia

**Additional Information**

\* **Category:**

(needed to assign to the correct SME<sup>\*\*\*</sup>, **if uncertain select other**) Click on "i".

\* Denotes a required field. \*\* Subject Matter Expert



# Five Essential Message Elements

- ➔ **AKO User Name**
- ➔ **Location of RBU (esp. Faculty)**
- ➔ **Requested Role(s)**
- ➔ **Appointing Authority**
- ➔ **Security Domain (requesting organization)**



## To Ensure Successful Appointments...

### **NOTE:**

**The individual appointed must have an existing account established in the ALMS.**

**System Administrator cannot add Roles to a Learner who is not in the system.**

**Establishing an account in the ALMS is as easy as LOGGING IN ONE TIME.**



## ALMS Users' Orientation Brief

# ALMS Courseware Collection





# ALMS Current Fielding Strategy

- ➔ **Year 1 (FY 05): TRADOC Proponents**
  - FY 06 and beyond: Rest of the Army
- ➔ **ALMS management of Instructor-led (“resident”) Training optional this year**
- ➔ **TPIO Goal: All Courseware accessible thru ALMS during the first year**
  - ATRRS & non-ATRRS
  - DL XXI/SCORM & “Legacy”
- ➔ **DLS will test, enter into ALMS CW Repository**
- ➔ **CoM will link CW content to CAD in Training Week 2**



## POC's – DL Courseware

- ➔ For courseware that will be hosted on the ALMS, contact **Valerie Williams at 757-878-0433 x 281 or [valerie.l.williams@us.army.mil](mailto:valerie.l.williams@us.army.mil)**
- ➔ Please contact your Proponent courseware Manager at ATSC:
  - For content on the ILMS or the RDL Servers,
  - For new courseware that are currently going through the ATSC testing process to be hosted on the ALMS.
- ➔ Site will request ATSC provide DLS with all courseware that resides on ASPEN or RDL Servers NLT four weeks before LMS training begins.



# DL Courseware Requirements

➔ **Below is the required information that must accompany content imported into the CVS/LMS:**

- Format (e.g. CD ROM, Web, VTT)
- PIF or WINZIP file (non-self-extracting zip file)
- Starting file if the content is html (e.g. index.html)
- SCORM Log file if applicable
- Version/date of courseware
- Book marking requirements



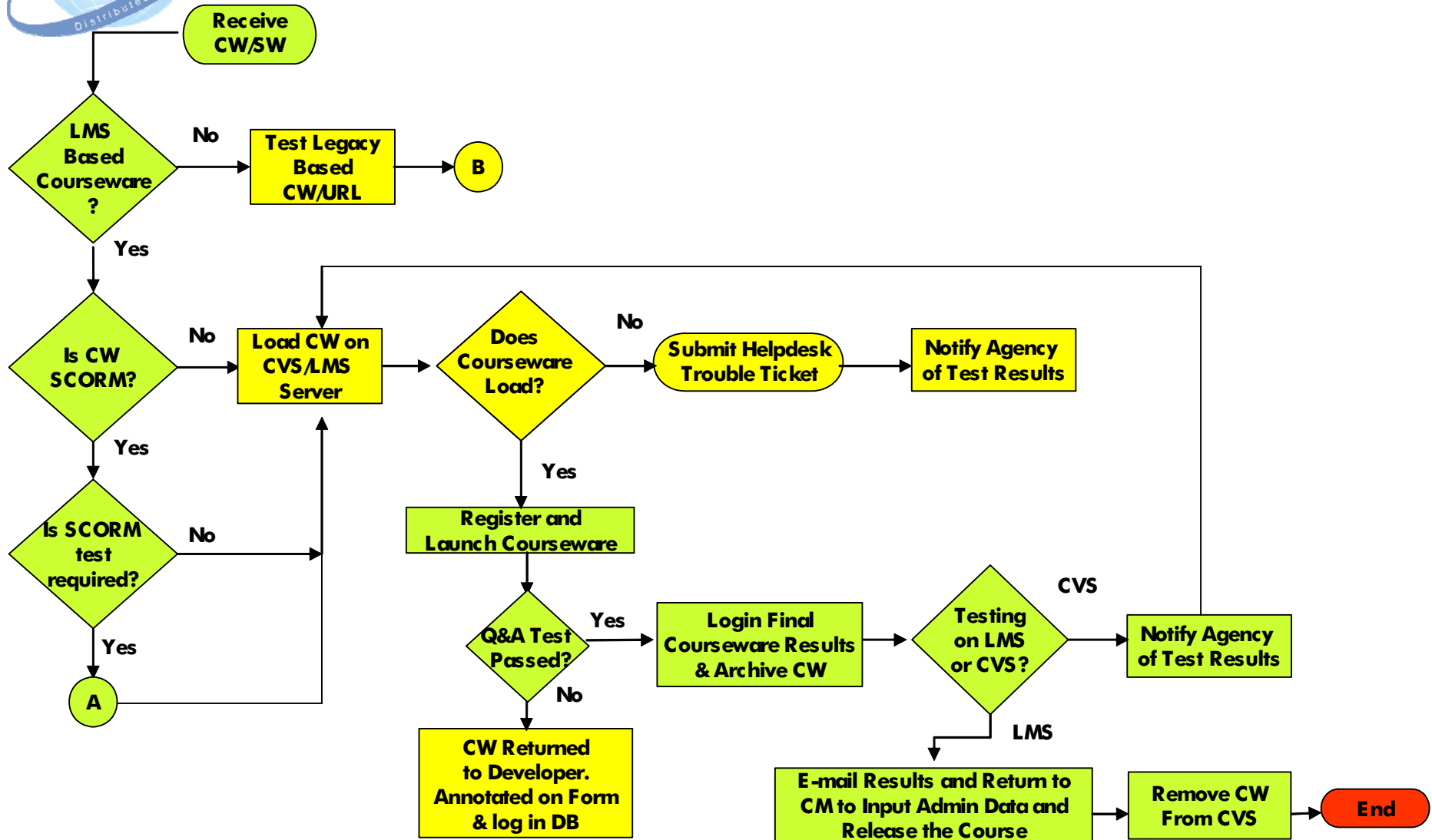
# DL Courseware Requirements

➔ **The below admin information is required for all Courseware:**

- Course Name
- Course Number
- ATRRS cut over date
- Course Start Date
- Course End Date
- Format (e.g. CD ROM, Web, VTT)
- Proponent



# DLS Courseware Testing Process





# Training & Data Population Example

➔ **Two Weeks: ex: 1 - 10 June 2005 (Benning)**

➔ **Participants**

- Representatives from DLS (PMO and Prime Contractor) and TRADOC (TPIO)
- Site Management & Supervisors
- All Role Based Users (Training Data Owners)
- Army Training Help Desk Representative (ATSC)

➔ **Events**

- Introduction & Orientation Briefs (½ day)
- Role Based User Training (3 ½ days- “Week 1”)
- Organization Data Entry w/ Training Team assist (4 days- “Week 2”)

➔ **Organizational Data Entry (duration approximately 10 weeks after departure of fielding team)**



# Points of Contact

## ➔ PMO DLS:

- Fielding/Training: MAJ Boston, COMM: 757-369-2904/ 757-753-8193; E-mail: [Antonio.Boston@us.army.mil](mailto:Antonio.Boston@us.army.mil)
- Data & Site Survey: Steve Eldred, COMM: 757-369-2891; Email: [steve.eldred@us.army.mil](mailto:steve.eldred@us.army.mil)
- Courseware: **Valerie Williams**, COMM: **757- 878-1517, Ext. 281**; Email: [valerie.l.williams@us.army.mil](mailto:valerie.l.williams@us.army.mil)

## ➔ TPIO TRADOC:

- Paul McCarthy, COMM: 757-788-5536; E-mail: [mccarthyp@monroe.army.mil](mailto:mccarthyp@monroe.army.mil)

## ➔ Help Desk:

- ATSC: Greg Bailey, [gregory.bailey@atsc.army.mil](mailto:gregory.bailey@atsc.army.mil)(1-800-ASK-ATSC)



# Questions?